

The top of the page features a collage of images from Hutto, Texas. On the left, the words "HUTTO TEXAS" are written in a stylized, green and blue font. In the center, a green highway sign reads "Hutto CITY LIMIT POP. 20,500". On the right, a building with a large cow head sculpture on its roof is visible, with the text "www.huttotx.gov" written in a cursive font across the bottom right of the collage.

HUTTO TEXAS



www.huttotx.gov

CITY OF HUTTO | City Manager

The Community

The City of Hutto, Texas, is a vibrant community located in the quickly expanding Austin metropolitan area. Once an agricultural hub for the area, Hutto was founded in 1876 when the International Great Northern Railroad expanded to the area and was officially incorporated in 1911. With a population of 1,250 in 2000, the community has transformed in the past decade to become Austin's fastest growing suburb with over 20,000 residents in 2013. The driving forces behind Hutto's exponential growth are its excellent schools, high quality of life, affordable real estate, moderate taxes, dynamic workforce, safe neighborhoods, and convenient access to the Austin area and other regions of Texas. Situated on the SH-130 corridor just 10 miles east of Round Rock, Hutto is conveniently located 25 minutes from the Austin Bergstrom Airport and 30 minutes from the State Capitol. Hutto has received several honors including being named one of the "Top 100 Places in Major Markets to Locate Your Business" by Southern Business and Development magazine.

Hutto offers a wide array of community, recreational and outdoor amenities to residents and visitors looking for a unique quality of life. The City of Hutto has several parks and walking trails where families can relax and enjoy a day outdoors. The Golf Club at Star Ranch offers a 15,000 square foot clubhouse, pro shop, and tournament pavilion. Hutto families enjoy a variety of recreational sports leagues for year-round participation. The 27,000 square foot Hutto Family YMCA, a partnership of the City and the YMCA of Greater Williamson County, will open in January 2014. Just five minutes from the heart of Hutto is the Dell Diamond, home stadium of the Round Rock Express, the AAA minor league baseball affiliate of the Texas Rangers major league baseball team. Hutto Independent School District (HISD) offers quality education to over 6,000 students at seven campuses, and enrollment continues to grow by nearly 300 students each year. This innovative school district provides a wide range of educational opportunities including Legacy Early College and a Career and

City of Hutto
www.huttotx.gov

Hutto Economic
Development
Corporation
www.huttoedc.com

Hutto Independent
School District
www.hutto.txed.net

Hutto Area Chamber of
Commerce
www.huttochamber.com

Williamson County
www.wilco.org

CITY OF HUTTO
401 West Front St.
Hutto, Texas 78634

512-759-4030

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Technical education program. Hutto students also enjoy being a part of award winning art, band, music and athletic programs, and a nationally recognized Family Career and Community Leaders of America (FCCLA) program.

One of the newest additions to Hutto is the East Williamson County Higher Education Center. This innovative multi-institutional teaching center is located on 57 acres adjacent to SH-130. The first building opened in the fall of 2013 and houses both Texas State Technical College and Temple College, bringing a unique blend of academic and technical training opportunities to the Central Texas region. Additional higher education opportunities located nearby include Texas State University Round Rock Campus and Texas A&M Health Science Center, University of Texas at Austin, University of Mary Hardin-Baylor, Southwestern University, St. Edwards University and Austin Community College.

Hutto is known throughout the Nation for the school's mascot - the hippo. Local legend is that a circus train stopped in Hutto and a hippo got loose from the train. The hippo entered a nearby creek and it took some time to get the hippo out of the muddy waters and back on the train. It is said that the Depot Agent telegraphed the neighboring communities with the message, "STOP TRAINS, HIPPO LOOSE IN HUTTO" and a legend was born! Today one of the most photographed sites in Hutto is Henrietta the Hippo, a full size concrete hippo that stands proudly in downtown Hutto. Hippos also adorn the schools and many of the businesses and homes around town.

Organization & Governance

The City of Hutto is a home-rule City organized



CITY OF HUTTO VISION STATEMENT

To passionately serve the public through innovation, sustainability, and diversity for the enrichment of current and future generations.

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under the council-manager form of government. The City Council is comprised of a mayor and six council members, all elected at large and serving three year staggered terms. The City Council, at their discretion, hires a City Manager to act as the Chief Administrative Officer of the City. The City Council has adopted and annually affirms the 2030 Strategic Guide which includes thirteen policy statements on topics ranging from economic development to service delivery. These statements and corresponding goals represent the long-range vision of the Council and provide the operational framework for City staff. At the heart of the document is the City Council's vision which is "to passionately serve the public through innovation, sustainability, and diversity for the enrichment of current and future generations." A copy of the City's 2030 Strategic Guide can be found **here** or at **www.huttotx.gov**.

About the Position

SERVICE

The Hutto City Council places a high priority on quality service provision. As mentioned, the City's vision statement calls for employees to "passionately serve." *The ideal candidate for the City Manager's position will have a heart and passion for public service.* The City has an internal committee that focuses on developing a "service first" culture. The Council expects the next City Manager to continue this focus on service to include both cultural norms and physical built environment.

PARTNERSHIPS

The Hutto City Council places a high priority on community partnerships. The City has established strong relationships with regional partners including Williamson County, Hutto Independent School District, Williamson County Emergency Services District #3 (Hutto Fire Rescue), Hutto Economic Development Corporation, the Hutto Area Chamber of Commerce, and surrounding



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municipalities. *The ideal candidate for the City Manager's position will embrace these partnerships and look for ways to further advance the relationships with these entities.*

FINANCIAL MANAGEMENT

The Hutto City Council demands solid financial management and accounting. The City of Hutto has been recognized Statewide for its financial reporting and performance. *The ideal candidate for the City Manager's position will have the knowledge and skills requisite to maintain and advance the City's financial management.* The City is faced with the challenge of escalating water costs from three long-term water contracts entered into in 2004. The new City Manager will be tasked with finding a solution to help stabilize water rates.

OTHER CORE COMPETENCIES

- Economic Development – ideal candidate shall have experience in attracting new business and industry.
- Organization Development – ideal candidate shall be able to develop and implement a strategic plan.
- Accountability – ideal candidates shall have a demonstrated approach to holding staff accountable for performance.
- Infrastructure – knowledge of municipal water/wastewater/storm water systems.
- Annexation – knowledge of Texas annexation laws.

CHARACTERISTICS

- Be active and involved in the community
- Exhibit a passion for excellence and service
- Be progressive and innovative
- Embrace the use of technology to solve problems and improve lives
- Project confidence
- Be business friendly
- Be a peacemaker, negotiator and seeker of compromise

EDUCATION AND EXPERIENCE

Qualified candidates must possess a Master's Degree in public administration, business, or a related field from an accredited institution. Candidates will have a minimum of five years of experience as a city manager/assistant city manager and/or progressively responsible experience



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in municipal operations that would indicate the experience necessary for this position.

COMPENSATION & BENEFITS

Annual salary range starting at \$130,000 but not to exceed \$150,000. Additional compensation includes car allowance, phone allowance and meal/food allowance.

The City of Hutto provides a variety of benefits including health, dental, and life insurance, as well as short term and long term disability. The City is a member of the Texas Municipal Retirement System (TMRS) with a 7% employee contribution rate and 2:1 funding match by the City. For a full list of city benefits, please visit job posting on the city's website at www.huttotx.gov.

APPLICATION PROCESS

A City of Hutto application for employment is required. To obtain an application, please click [here](#) or you can visit www.huttotx.gov. To apply, please submit application, resume, and a letter of interest addressing the priorities of the position to:

Mayor Debbie Holland
c/o Amy McGlothlin, Human Resources Director
401 W. Front St.
Hutto, Texas 78634
Amy.McGlothlin@huttotx.gov

Applications will be accepted until 5 p.m. on December 3, 2013.

